



March 2006 Volume 3 Number 3

# STAGeWORKS

Connecting The  
Canadian Live  
Performance  
Community

## Stageworks

The monthly electronic newsletter for members of the Canadian Institute for Theatre Technology / Institut canadien des technologies scénographiques.

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**Deadline to submit articles: the 15th of each month. Please submit articles (WORD format only) at [citt@citt.org](mailto:citt@citt.org).**

For advertising rates and submitting ad material, please contact the National Office at 613-482-1165 or [citt@citt.org](mailto:citt@citt.org)

Opinions expressed are those of the individuals writing and are not necessarily endorsed by CITT/ICTS. Please verify with your local authorities before applying any of the information presented.

## News from the National Office

by Monique Corbeil, National Coordinator



Some of the CITT/ICTS Board members having lunch with members of the Toronto Conference Committee prior to the conference venue tour. From left to right: Aimee Frost, Sharon Secord, Monique Corbeil, Al Cushing, Eric Mongerson David James, Matt Farrell and Blair Morris. Also present was Victor Svenningson, who took the photo.

Planning a face-to-face National Board meeting is a bit like planning a tour. You pick a date, find a city and a facility to host the meeting, organise social activities and venues tours, book the flights, reserve the hotel rooms, prepare and send the documents and travel out to join the crew. That is until you realise February is still a winter month, and regardless of global warming Mother Nature still reminds you that you are in Canada. Those of us who have toured this

a freaky ice storm that started on Thursday February 16 and continued into Friday morning – the day the CITT/ICTS National Board members were to convene in Toronto for its annual face-to-face meeting



The CITT/ICTS Face-to-Face Board meeting at the Canadian Opera Company in Toronto

grand country of ours in the dead of winter know the challenges that lay ahead on the Trans-Canadian Highway, or worst, in our nation's major airports. Eastern Canada got a nasty taste of winter weather with

scheduled on Saturday. Despite all the good intentions, when Air Canada or WestJet decide to cancel a flight or delay departure because of bad weather, there is nothing else to do but sit through it and hope

for the best. So with many delays, some up to 18 hours and a missed connecting flight, the CITT/ICTS National Board members from all parts of the country, along with me, who incidentally took a train that departed firmly on time Friday morning from Montréal, finally met up in Toronto to conduct CITT/ICTS business and to enjoy some fantastic venue tours and social activities in great company.

The Board members first met up Friday afternoon with some of the Toronto 2006 Conference Committee members to survey the venue for this year's Trade Show. The group then moved on to join Julian Sleath, Technical Director at the Canadian Opera Company accompanied by colleague Jolaine Frizzel, to tour The Four Seasons Centre for the Performing Arts, which >



> continued from **page 1**

is still under construction. Located in the heart of downtown Toronto, the opera house will be the new home of the Canadian Opera Company and the National Ballet of Canada. They also expect to program other events and touring theatre. Construction is nearly completed and inauguration celebrations are scheduled in June. A tour of the facility is in the planning for CITT/ICTS's annual conference next August.

The next day the Board members met at the COC conference room for the Board meeting. Some of the items discussed during the day included the 4-year (2003-2007) business plan revision. On that note, you can read the updated version on page 6. Other CITT/ICTS business discussed during the meeting will be addressed at the AGM on Saturday August 12.

The CITT/ICTS National Board of Directors wishes to express its sincere gratitude to Julian Sleath and the Canadian Opera Company for their kind and generous hospitality in welcoming the board to their facility, for both the tour and the meeting. Thank you very much Julian!

On Sunday, the remaining Board members met with the Toronto 2006 Conference Committee once again for a formal meeting to go over details for the upcoming August Rendez-vous. Matt Farrell then led the group on a grand tour of the newly restored Young Centre for the Performing Arts complex located in the historic distillery area. Quite an amazing site! Many thanks Matt!

The Board will be meeting again face-to-face this summer during Rendez-vous 2006 – hopefully the ice storms will have ceased by then.

## **RENDEZ-VOUS 2006 ENTER THE BUILDING**

Sign up before June 1 and save between \$20 to \$100 on pre-conference workshops and full conference registration fees. Check out the schedule that can be found in this issue of StageWorks, and come join fellow colleagues from across the country at this unique event dedicated to performing arts technologies.



A small glimpse of the opera house tour...

## **MEMBERSHIP RENEWAL**

Membership renewal has been mailed so please remit your membership dues as soon as you can. Remember that CallBoard is now included with membership. Please inform the National Office if you want your CallBoard account activated.

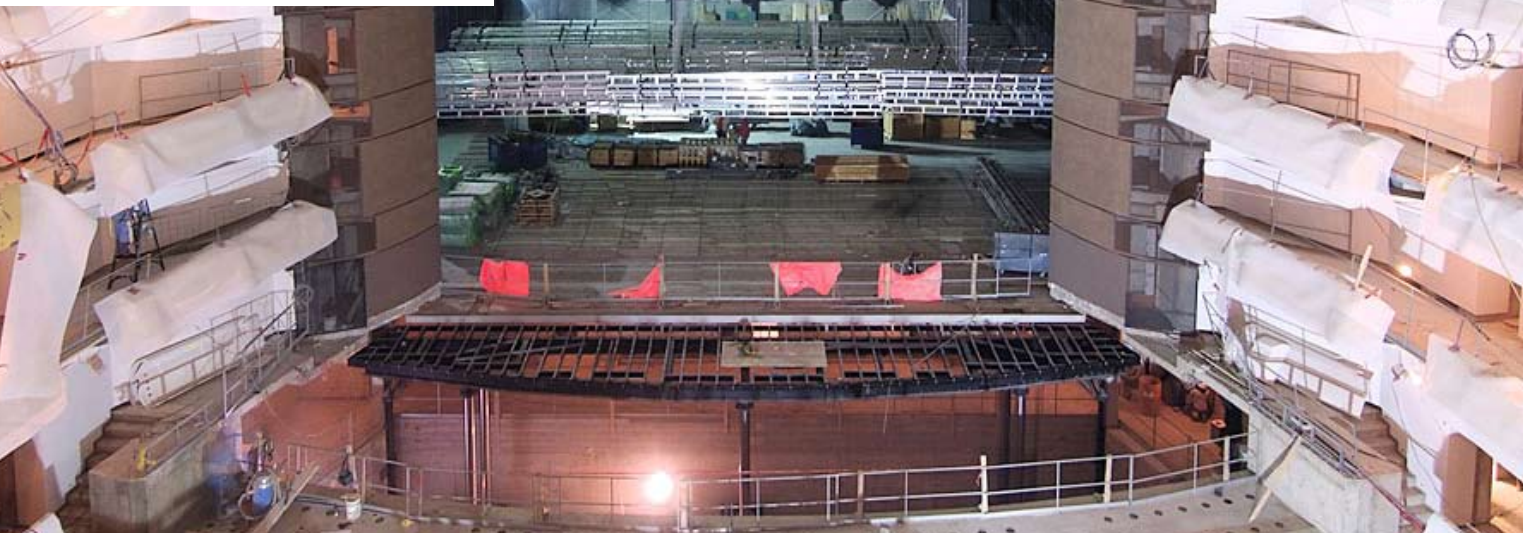


## **NATIONAL OFFICE MAILING ADDRESS**

Please take note, if not done already, of the National Office mailing address, and please forward it to all other related departments within your organization (accounting, marketing, etc):

**CITT/ICTS National Office**  
**340-207 Bank St.**  
**Ottawa ON K2P 2N2**

**T: 613-482-1165**  
**F: 613-482-1212**  
**Email: [citt@citt.org](mailto:citt@citt.org)**





## SPECIAL FEATURE - PORTRAIT CITT/ICTS 2005 award recipient

Each month StageWorks will feature a portrait of this year's CITT/ICTS Annual Awards Recipients. This month we portray **Eric Fielding** recipient of the CITT/ICTS Honorary Membership Award.

The 2005 World Stage Design exhibition, in Toronto held this spring in conjunction with the OISTAT World Congress and USITT Conference and Trade Expo, was exciting, inspiring and illuminating to everyone who saw it. The quality of the presentation, mounting and curatorial work belied the fact that this was the first ever WSD, none of the people responsible had any experience with this kind of international exhibition, and it was entirely done by volunteer labour.

What made World Stage 2005 possible, in the face of these obstacles, was the work of its first Director, Eric Fielding. A professor at Brigham Young University, Eric Fielding guided the inaugural World Stage Design through many unforeseen problems, as well as compiling five hours of video presentation and editing the exhibition catalogue.

The presence of WSD in Toronto forged closer ties between Canadian designers and the international theatre community. The CITT/ICTS Honorary Membership would be an ideal way to express our appreciation to Professor Fielding for the many months of work he contributed to this event, and through its success, to Canada's place in world theatre design. **Wulf, Prop builder**

I would like to join Wulf in nominating Eric Fielding for Honorary Membership in recognition of the huge achievement in presenting the 2005 World Stage Exhibition in Toronto. It gave many designers from all over the world a very special opportunity for their work to be seen beyond the often limited duration of performances. It gave exposure to a number of talented Canadian designers and for people like myself – gave me an insight into what is happening around the world with stage design.

Eric deserves a special mention for pulling (at times dragging) all the various components together. I was once involved in only a peripheral capacity in an exhibition for the Society of British Theatre Designers – so I have a small inkling of the sheer scale that Eric and his team faced. A tremendous job done that deserves a special recognition.

**Julian Sleath, Technical Director Canadian Opera Company**



Julian Sleath, with VP Internal Heather Kent, accepting the CITT/ICTS Honorary Membership Award on behalf of Eric Fielding

### THANK YOU - July 12 2005

Dear Heather

I received your letter in the mail yesterday. I am deeply honored by my selection to receive The Honorary Membership Award from CITT/ICTS at this year's conference in Calgary. And I am deeply disappointed that I have to tell you that I will be unable to attend the Awards Ceremony to receive the award in person. Unfortunately, I have a previous engagement from August 12-20. It's one of those situations where I could have come to Calgary most any time before or after, which makes it all the more frustrating for me not to be able to attend. I would love to have been able to attend the conference and, of course, the Awards Ceremony.

I hope you will extend my thanks, appreciation, and disappointment to my Canadian colleagues. World Stage Design 2005 would have been impossible without the contributions of so many of them.

My best wishes to CITT/ICTS for the success of Rendez-vous 2005. Thanks again!

Eric Fielding



First Edition of World Stage Design 2005 at the Royal York in Toronto Ontario March 2005

# RENDEZ-VOUS 2006 TORONTO (Enter: The Building)

## CITT/ICTS Awards - call for nominations

I want to remind everyone as we go on with our busy lives to keep in mind that August 2006 is not far off and this means that the annual CITT/ICTS Awards will be presented during our Annual Conference in Toronto. The nomination of candidates for the CITT/ICTS awards is driven directly by the membership and this is your opportunity to recognize excellence within our industry, the work of a mentor, colleague or someone whose work you admire. Last year's awards ceremony in Calgary was very meaningful and successful thanks to the efforts of everyone who submitted nominations. This year I hope to have even more nominations. **The deadline for this year's nominations is March 15th**, but please don't feel you have to wait until then.

Please take some time now to visit the CITT/ICTS website at [www.citt.org](http://www.citt.org) and go to the Awards page to review the criteria for each Award and the nomination process. If any person, production, business or organization comes to your mind when considering the criteria, please nominate them soon. Your participation in this process is crucial to providing one of the services that makes CITT/ICTS a successful organization.

Please contact me if you have any questions, and thank you in advance,

Heather Kent  
Vice-President Internal  
[heather\\_kent@citt.org](mailto:heather_kent@citt.org)

## PRE-CONFERENCE WORKSHOPS

AUGUST 7, 8, 9

### Structural Design for the Stage Part II

Presented by Ben Sammler

Ben is back and we've asked him to take a look at the rest of his book "Structural Design for the Stage". This is a workshop for all of you who participated in Part 1 during CITT/ICTS Rendez-vous 2003 in Waterloo and at USITT Conference and Expo Stage 2005 in Toronto. It's the higher math equations and structural design solutions you have been working on with the opportunity to find out and learn even more. It will be three more days with Mr. Sammler at the Ryerson Theatre School in "Downtown" Toronto, Ontario. Pre-requisite is Structural Design for the Stage Part 1.

This workshop will precede events as part of CITT/ICTS' 2006 Annual Conference and Trade Show, and now is your chance to register early. Only 16 participants will be accepted so book online right away at [www.citt.org/conf.htm](http://www.citt.org/conf.htm)

### Structural Design for the Stage Part II

Dates and Times

Monday, August 7, 2006

1:30pm - 5:30pm & 7:00pm - 9:00pm

Tuesday, August 8, 2006

9:00am - 1:00pm & 2:30pm - 6:30pm

Wednesday, August 9, 2006

9:00am - 1:00pm & 2:30pm - 6:30pm

Workshop Registration Fee

Early Registration (before May 31, 2006) \$350.00

After June 1, 2006 \$450.00

August 8

### Intermediate Rigging

Instructors: Wes Jenkins and Richard Gregson from DSR Industries

Go beyond the basics. A hands-on, in-depth workshop exploring practical rigging solutions.

9:00am to 5:00pm

Workshop Registration Fee

Early Registration (before May 31, 2006) \$50.00

After June 1, 2006 \$75.00

August 8

### Building The Show

Tour the facilities of Seamless Costumes and Paragon Props and see some of the artistry created for recent productions including Mamma Mia, Hairspray and the Producers.

Tour Registration Fee

Early Registration (before May 31, 2006) \$50.00

After June 1, 2006 \$75.00

August 9

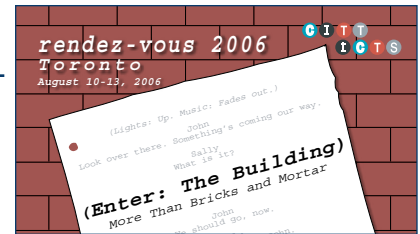
### Explore The Buildings

A venue walking tour to several of Toronto's unique performance spaces and production facilities in the downtown area.

Tour Registration Fee

Early Registration (before May 31, 2006) \$20.00

After June 1, 2006 \$30.00



## Confirmed Sessions

**LED's in Costumes:** A look at the Shaw Festival's "Electra" costume for the 2005 Production of Gypsy with Construction Electrician, Ian Phillips; Costume Designer, Judith Bowden, and Head of Wardrobe, Karen Crogie on the process to create and build this electrifying outfit with over 140 LED's and an onboard chase system all triggered by the actor. (WD, LX, PR, DS)

**Digital Media Servers:** A demonstration and discussion of the Catalyst Digital Media Server with Simon Clemo, a Toronto based Freelance Visual Artist. Sponsored by PRG. (LX, VID, DS)

**Air Pneumatics on your Stage:** An in-depth discussion and demonstration of how air pneumatics work, (castors, pistons, brakes, tricks and gags). And how to add them to your scenery, props and special effects. Lead by Shaw Festival Head of Scenic Construction, Lesslie Tunmer and APS's Paul Bogle. (Double Session) (OD, PR, DS)

**Supervisory Skills:** with Michelle MacIntosh of Bayllis and Associates. Join Michelle for an exciting conversation about Supervisory Skills. We all use them and we can all use a little brush up on these basic techniques in better Communication. Based on programming developed for IATSE Local 461 Supervisors. (MG - ALL)

**Geometry for Stage Management:** Join Jeff Scollon, Technical Director for the Festival Theatre at Shaw to learn about his method of triangulating Floor Plans to get accurate measurements for layout out your rehearsal hall floors for taping. Bring your scale rulers and a calculator - this is fast math. (SM, OD, MG)



## CONFERENCE SCHEDULE

**WEDNESDAY, AUGUST 9 2006 8PM**

**Conference Opening Event:** Flamingo Golf takes over Ryerson Theatre School!

**THURSDAY AUGUST 10 2006**

**Education Forum** hosted by York University

All delegates who are interested in Education are invited to participate in the Education Forum. The Education Forum offers an opportunity to discuss issues, techniques and results as they relate to the schools which prepare students to work in live performance environments.

**Rookie Reception**

**Extreme Junk Adventure**

Kick-off the conference with our new opening night creative challenge. The fun, the junk and the friendships will all be there, but the challenge will be all new!

**FRIDAY, AUGUST 11 2006**

**Enter The Buildings Venue Tour**

A full conference tour to some of Toronto's newest and most innovative performance spaces.

**All Day Wardrobe Caucus Workshops**

**Corporate Luncheon and Trade Show**

Join our corporate members for lunch and then hit the trade show floor to see the best products and technologies for the live performance industry.

**All Caucus Reception**

**7th Annual Swag BINGO**

Socialize with our corporate members, build your swag collection and support CITT/ICTS. BINGO!

**SATURDAY, AUGUST 12 2006**

**Conference Sessions**

hosted by Ryerson Theatre School

Build your knowledge base with informative sessions plus Caucus and Section Meetings. Visit us regularly for updates on session topics.

**CITT/ICTS AGM Luncheon**

The annual general meeting provides members with a forum to guide the future of CITT/ICTS. Lunch provided.

**CITT/ICTS Awards Banquet and Keynote Address**

Always a conference highlight, the keynote address will be given by Theatre Consultant and Facilitator Janis Barlow and the CITT/ICTS Awards will celebrate excellence in our industry.

**SUNDAY, AUGUST 13 2006**

**Conference Sessions**

hosted by Ryerson Theatre School

Build your knowledge base with informative sessions plus Caucus and Section Meetings. Visit us regularly for updates on session topics

**Full Conference Plenary Session Luncheon**

The conference builds to a conclusion over lunch as a special guest speaker introduces the plenary topic. Delegates will discuss the plenary topic as a group and in break-out sessions.

**Conference Sessions**

hosted by Ryerson Theatre School

Build your knowledge base with informative sessions plus Caucus and Section Meetings.

## CONFERENCE TRADE SHOW & SPONSORSHIP UPDATE

**Over 60% trade show booths sold!**

**Confirmed Exhibitors** (as of February 2006)

AC Lighting  
Christie Lites  
CITT/ICTS  
ESTA  
ETC / CETEC GROUP  
GerrAudio Distribution  
Irwin Seating  
Jack A. Frost  
JD International  
Leviton Manufacturing  
Martin Canada / Erikson Pro  
Ontario Staging  
Osram Sylvania  
Performance Solutions  
RC4 Wireless Dimming  
Rosco Laboratories Ltd.  
Show Distribution Group  
Soundcraft Canada  
StageStep  
Staging Concepts  
Strand Lighting (Canada) Inc.  
TELEX Communications Inc.  
Wenger Corporation

**RENDEZ-VOUS 2006 SPONSORS**

as of February 2006

**UPSTAGE EVENTS** – Education Forum

Mirvish Productions

**UPSTAGE EVENTS** – Junk Challenge Adventure

CinequipWhite

**COFFEE BREAKS, SWAG BINGO AND NAME TAGS**

Centre for the Arts - Brock University  
GerrAudio Distribution  
Ontario Staging  
Osram Sylvania  
RC4 Wireless Dimming  
Seamless Costumes  
Trizart Alliance

For more information about Conference Trade Show registration and Sponsorship Opportunities, contact Monique Corbeil, National Coordinator [citt@citt.org](mailto:citt@citt.org) or call the National Office at 613-482-1165 / Toll-free 1-888-271-3383 (within Canada).

**Wireless Dimmers:** Back by popular demand from the Calgary Conference, Ian Phillips and Jim Smith of RC4 Wireless Dimmers invite you to return to the conversation that just wouldn't end last summer out West. Review the technology all over again and bring your creative problems with you, as we'll be running this exciting topic as a double session. (LX, PR)

**"Tread Lightly": The real dirt on Stage Flooring and Show Floors** - a panel

discussion of an ever ongoing topic from Callboard about what products work best on Stage Floors and how they stand up, as well as discussion on different solutions from Repable Floors. Jeff Cummings and Bob Vernon join a group of distinguished guests (unbeknownst to them) with product samples and Demonstrations. (OD, DS)

**Flame Retardants:** JDI in conjunction with Christie Lites will host a session on Flame Retardants with special guest Sean Tracey from the NFPA. (PR, WD, OD, MG)

**ETCP Candidate Information Session:** with Bill Sapsis, Brigitte Carbonneau and Robert Lemoine.

**Session Legend:** DS – Design,

LX – Lighting, MG – Management,

OD – On Deck, PR – Props,

SM – Stage Management, VID – Video,

WD – Wardrobe.

**NEW this year!**

**FRIDAY AUGUST 11 - ALL DAY WARDROBE CAUCUS WORKSHOPS**

At the Ryerson Theatre School from 9:00am to 5:00pm

Sessions "in the Works" include:

Wigs Demonstration

Millinery Roundtable

Dressers Tracking Sheet Systems

Make-Up Demo's

Fundamentals of Setting up a Tour

Wardrobe Co-Production Panel

Discussion

One Day Pass available at \$200

# CITT/ICTS BUSINESS PLAN

## Approved - 24 August 2003

Progress Report – February 2006

### PREAMBLE

*In 2002/03 President Ron Morissette directed the President Elect, Graham Frampton and Treasurer Al Cushing to develop a Four Year Plan for the Institute. That plan was presented to the Board, and approved at the Board Meeting held at the Waterloo Rendez Vous. The Board has reviewed that plan on an annual basis since. At the Board meeting in Toronto in February 2006 it was decided to share the plan, and its successes and failures.*

### VISION

CITT/ICTS's Mission is to actively promote the professional development of its members and to work for the betterment of the Canadian live performance industry.

### MANDATE

CITT/ICTS is not-for-profit Corporation organized and operated for charitable, education and scientific purposes. To ensure this purpose and the Mission of the corporation are met, CITT/ICTS shall:

- Promote safe and ethical work practices.
- Organise workshops, conferences and other development opportunities.
- **Encourage the development of industry standards**
- **Advocate at the local, regional, national and international level.**
- **Disseminate information and facilitate communications.**
- **Encourage research and publish results.**
- Promote and recognize work of excellence
- Encourage the membership to take an active role in fulfilling CITT/ICTS's mission.

[The mandate items in bold are directly addressed by the goals established for the next four years.]

## GOALS 2003 - 2007

The goals developed for the next four years assumes that:

The overall goal of CITT/ICTS over the next four years is to complete the transition from fraternal association to a professional service organisation that plays an important role in the lives of performing arts technologists and artists.

This transformation is 80% complete.

Specifically CITT/ICTS will:

### 1) Increase non-membership revenue by 15% each year for the next four years.

#### a) Strategies:

- i) Year 1 – Achieve “not-for-profit” status and secure Canada Council operating funding.
- ii) Year 1 and ongoing – increase advertising / sponsorship revenue for StageWorks and Callboard.
- iii) Year 2 and ongoing – Increase support from the corporate sector through direct sponsor ship of programmes and services.
  - (1) Year 2 – develop and implement a long term fundraising strategy
- iv) Year 4 –engage the services of a full time fundraising professional or agency

#### b) Measurable results

Not-for-Profit status acquired

CITT/ICTS has reviewed and updated its Federal registration as a Not-For-Profit society. The next step will be to acquire the charitable status enjoyed by some other National Arts Support Organizations (NASO).

- i) 15% increase in corporate sponsorship revenue each year.
 

This has been achieved in terms of conference support. However, there is still much work to be done in terms of general support. Many corporate members are not aware of the benefits of membership, nor are they aware of the non-monetary ways through which they could support the Institute.

- ii) By year four 100% of the cost of StageWorks is recovered from advertising and sponsorship.

The paper version of StageWorks has been dropped in favour of E-StageWorks an electronic publication. While we attracted two international advertisers in 05/06, we have just begun to look for possible advertising revenue for this medium.

- iii) By year four 50% of the cost of CallBoard is recovered from advertising and sponsorship.

Not achieved. CallBoard services have been extended to the entire membership for a minimal additional cost. However, the advertising possibilities have not been explored. It may be more appropriate to focus our energies on the website and website advertising.

- iv) By year 3 have a long-term fundraising strategy in place
 

This was not accomplished in year three. The past three years we have focused our attention on financial stability. It is now essential that we develop, within the next four year plan a clear revenue generation plan.

- v) By year 4 engage the services of fundraising professional or agency.

With no plan in place at this time, engaging the services of a professional or agency is not appropriate. President Elect Bob Johnston has indicated that revenue generation will be one of the key strategies of the next two years.

Although there is still much work to do to secure the Institutes finances we have achieved financial stability over the past two years. We now operate with a reasonable bank balance and an effective cash flow.

### 2) Simplify Board structure and increase Board effectiveness.

#### a) Strategies:

- i) Develop a clear standing committee structure complete with committee mandates, goals and measurable results.
- ii) Ensure that the Board meets in person at least twice each year.
  - (1) As revenues allow, allocate funds to support the attendance of directors at a no-conference meeting.
- iii) Approve a four-year business plan. Reviews the measurables in that plan on an annual basis and in the third year of the plan prepare a revised plan for the next four years.

**b) Measurable results:**

- i) Year 1 – Board will meet once outside of the conference.  
For the past three years the Board has arranged two “face to face” meetings each year.
- ii) Year 1 – Business plan will be approved by the Board and published in StageWorks.  
The Board elected not to publish this plan until it could report some degree of success. The 2007-2011 business plan will be shared with the membership in the fall of 2006.
- iii) Year 2 – Standing Committee structure in place c/w committee mandates and goals and “job descriptions” for the Committee Chairs  
At the February 2006 Board Meeting a revised board and committee structure was reviewed and approved.
- iv) Year 2 – Board will meet once outside of the conference and members’ travel expenses will be 20% subsidised.  
Done
- v) Year 2 and thereafter – The Board will, at the midterm meeting, review the Business plan and publish a progress report in StageWorks.  
Publication was delayed until this year.
- vi) Year 2 – Develop and implement a “review” system for Board Members, Committee Chairs and OISTAT Commissioners.  
This has not been done. The review process could not be established until there was clarity in the position descriptions. This task will carry forward into the next four-year plan.
- vii) Year 3 – Board will meet once outside of the conference and members’ travel expenses will be 35% subsidised.  
Finances do not allow this level of subsidy. However, we have set up a structure for “as needed” funding for the mid-term meeting that has improved attendance dramatically.
- viii) Year 3 – The Board will prepare, approve and publish the next four-year business planning.  
President Elect Bob Johnston, President Graham Frampton, and Treasurer Al Cushing have been tasked with preparing the plan for the next four years for review by the Board at the August meeting.
- ix) Year 4 – Board will meet once outside of the conference and members’ travel expenses will be 50% subsidised.  
Not done, see above.

**3) Create the position of “National Director”. This paid officer will provide consistent national leadership and will provide the day-to-day direction of the organisation.**

**a) Strategies:**

- i) Develop and approve a job description for the “National Director”.
- ii) Engage a full time support person for the national office.

**b) Measurable results:**

- i) Year 1 – Job description for the “National Director” prepared and approved.  
Done in year 2
- ii) Year 1 – Fund assistant for the National Conference.  
Done in year 3

- iii) Year 2 – Fund part time assistant for the National Office. (\$10,000 - \$15,000)

The development of the National Office has evolved in a different direction. Instead of a full time assistant a number of tasks have been outsourced including accounting, web development, online membership registration and the layout of e-StageWorks. This has proved to be a more effective affordable solution and has, in the case of the web site and online registration, provided enhanced services to our membership.

- iv) Year 3 – Fund full time assistant for the National Office and implement the position of National Director. (\$25,000 - \$35,000  
See iii above.

**4) Increase CITT/ICTS involvement in the development of industry standards.**

**a) Strategies:**

- i) Appoint a representative(s) to the ESTA's ETCP Certification Council.  
**ESTA: Entertainment Service and Technology Association**  
**ETCP: Entertainment Technician Certification Program**
- ii) Appoint a representative(s) to the Canadian Standards Association.
- iii) Increase participation, through our sections, in provincial workplace health and safety organisations.

**b) Measurable results:**

- i) Year 1 – ESTA representative in place and funding of ESTA representative in place.  
ESTA representative in place, but no funding available. We have budgeted a small amount to defray expenses.  
CITT/ICTS has also been actively involved in the development of competency charts through the activities of the Canadian Cultural Human Resource Council (CHRC) and the Conseil québécois des ressources humaines en culture (CQRHC).
- ii) Year 2 – CSA representatives in place.  
Dropped, it was decided that this was not an effective use of our human resources.
- iii) Year 3 – 50% funding for CSA representatives in place.  
Not applicable, see above.
- iv) Year 4 – 100% funding for CSA representatives in place.  
Not applicable, see above.
- v) Year 1 and thereafter – CITT/ICTS representatives participate in all provincial workplace health and safety organisations.  
Representatives are in place in BC, Ontario and Alberta, and Québec. The Alberta Section is participating in an initiative led by Theatre Alberta. CQICTS has been asked to be a member of the « Table de concertation paritaire en santé et sécurité du travail du domaine des arts de la scène ». Our task over the next four years will be to build relationships between these various organizations.
- vi) Year 2 – CITT/ICTS will send representative to major Canadian arts gatherings such as PACT, CAPACOA, RIDEAU annual meetings and the Canadian Conference for the Arts.  
In year two we asked members attending some of these events on behalf of their companies to wear two hats and also represent CITT/ICTS. In year three we found the financial resources to send

the National Coordinator and President Elect Bob Johnston to CAPACOA and will be attending Pacific Contact. The response to this activity has been very positive and has resulted in some important new memberships.

Over the next four years we will continue the work of getting our mandate out in front of all NASOs and other arts related organizations, to increase awareness of CITT/ICTS and the work that we are engaged in. This will hopefully assist membership and funding growth. One area that needs specific attention is the professional theatres. We are in the process of negotiating a reciprocal free membership with PACT and will attend the 2006/07 annual meeting.

### **5) Increase CITT/ICTS's international profile and develop international contacts for the membership.**

#### **a) Strategies:**

- i) Increase activity in OISTAT. Find resources to support member activities in OISTAT.
- ii) Encourage closer relations with USITT and other OISTAT Centres.
- iii) Lead in the development of the exhibition for Prague 2007.
- iv) Participate in the USITT supported World Stage Exposition.

#### **b) Measurable results:**

- i) Year 1 – Review "job descriptions" and mandates for OISTAT commissioners.  
This work is still in progress and will be combined with the Board organizational review.
- ii) Year 1 – Appoint a Prague committee and develop a mandate for same.  
The Board determined that, despite the success of our contribution to Prague 2003 that we did not have the resources, human or financial to orchestrate Canada's contribution in 2007. However, a group of CITT/ICTS-ADC members are undertaking a representation in 2007 and we giving them what support we can.
- iii) Year 1 – Appoint a World Stage Exposition committee and develop a mandate for same.  
The World Stage Exposition took place in Toronto. Peter McKinnon and John Mayberry through their personal initiatives and commitment provided an important Canadian contribution to the success of the event. Although CITT/ICTS played only a minor part in the work we did get equal billing with others that contributed much more. President Graham Frampton, Treasurer Al Cushing and National Coordinator Monique Corbeil attended the event as the official representatives of CITT/ICTS and represented the Canada at the OISTAT meetings.
- iv) Year 2 – Funding in place for Prague 2007 exhibition.  
We have insufficient financial and human resources at this time.
- v) Year 3 – Develop funding to provide travel bursaries for OISTAT commissioners. (\$500 each per year) .  
CITT/ICTS member Rob Hamilton will be attending the OISTAT Architecture Commission meeting in Belgium in June. CITT/ICTS will be supporting his attendance. We are in discussion with the OISTAT Education Commission to hold their meeting in Vancouver in 2007 in conjunction with our annual conference.

### **6) Redefine StageWorks as a professional journal and develop an electronic newsletter that would be available to members over the web.**

#### **a) Strategies:**

- i) Conduct a review of professional journals and develop a four year plan including basic editorial policies for StageWorks.
- ii) Increase StageWorks distribution (libraries, universities, etc.) to make it more attractive to potential advertisers.

#### **b) Measurable results:**

- i) Year 1 – Four year plan developed and approved by the Board  
The Board determined that the paper version of StageWorks was not sustainable. The human resources were not available and the costs of printing and mailing were prohibitive.
- ii) Year 2 and thereafter – Distribution increased by 5% per year.  
To replace StageWorks we introduced e-StageWorks. This electronic journal generated no printing and no distribution costs. The associated graphic work was outsourced at a very reasonable cost. E-StageWorks has been very successful and been received well by the membership. Paper editions are printed only for distribution to libraries and for archive purposes. E-StageWorks is shared with a number other NASOs who make it available to their members thus greatly exceeding our desired increase in distribution.
- iii) Year 4 – StageWorks editor becomes a part-time paid position.  
Over the next four years we will continue to monitor and adapt our publications to maximize their value to the membership.

## **Conclusion**

The Board has directed the Planning Committee to update the Four Year Plan by April 30<sup>th</sup> for to allow for consideration and review prior to the August Board Meeting. The Board recommended the following key areas for inclusion in the updated plan:

- Member retention and acquisition
- Resource and revenue development
- Enhancement of the organisation's profile (NASOs, Government, the industry)
- Increased Section activity
- Board development – ethics, job descriptions, performance reviews etc.



## CQICTS : un bref retour sur l'assemblée générale annuelle

par Monique Corbeil, secrétaire

C'est dans le décor théâtral de La Balustrade du Monument-National que les membres du CQICTS se sont réunis le mercredi soir février 22 dernier pour tenir leur 3e assemblée générale annuelle. Sous la présidence de Norberts Muncs, le conseil d'administration a présenté un bilan fort positif des travaux entrepris au cours de l'année 2005. Les efforts du conseil furent concentrés sur la



Les membres présents à l'assemblée générale 2006 / 2006 AGM attendees: Debouts, de gauche à droite / Standing from left to right Eric Mongerson Concordia University, Sylvain Prairie et/and Norberts Muncs École nationale de théâtre-National Theatre School, Gilles Benoist CETEC Group, Gaétan Pageau Salle Dina-Bélanger Québec, Jacques Tanguay Show Distribution Québec, Michel Desbiens Grand Théâtre de Québec, Robert Lacroix Président IATSE Local 56 Montréal

Assis de gauche à droite / Sitting from left to right Ron Morissette Réalisations Inc. Montréal, Serges Péladeau Collège Lionel-Groulx Ste-Thérèse, Monique Corbeil consultante culturelle, Denis Beauchemin Cégep du Vieux-Montréal

Le conseil d'administration du CQICTS désire remercier chaleureusement messieurs Simon Brault, directeur général de l'École nationale de théâtre et Guy Côté, directeur du Monument-National pour leur soutien continu depuis deux ans. MERCI!

There were three director positions up for election: Gilles Benoist, Monique Corbeil and Norberts Muncs were nominated and re-elected by acclamation. They will resume their respective position of Treasurer, Secretary and President for the next two years. The two other board members are Sylvain Prairie, Vice-President and Eric Mongerson, Director at large with one year left in their mandate.



L'assemblée générale en action  
The AGM in full swing

concertation et le positionnement de l'organisme comme interlocuteur privilégié des professionnels oeuvrant dans le milieu de la production et de la technique en arts de la scène au Québec. Le CQICTS a travaillé notamment sur quatre dossiers importants : Les Rendez-vous techniques, le projet des analyses de métier et profession de directeur technique et de directeur de production, le comité de la santé et la sécurité au travail, et finalement le gréage et le ETCP.

Le trésorier Gilles Benoist a fait part des états financiers. Il a expliqué des différentes dépenses et sources de revenus pour l'année 2005. Le CQICTS a un surplus accumulé de 1052 \$.

Il y avait trois postes d'administrateurs en élection: Gilles Benoist, Monique Corbeil et Norberts Muncs ont été mis en candidature, et ont été réélus par acclamation. Ils reprennent donc leur poste respectif de trésorier, de secrétaire et de président pour les deux prochaines années. Les deux autres membres du conseil sont Sylvain Prairie, vice-président et Eric Mongerson, administrateur en poste encore pour un an.

L'assemblée fut levée sous les applaudissements fort mérités au conseil, et la soirée s'est poursuivie avec un 5 à 7 fort apprécié par les membres présents!

## CQICTS AGM summary

by Monique Corbeil, Secretary

CQICTS members gathered Wednesday evening February 22 in the very theatrical decor of La Balustrade at the Monument-National to attend the 3rd Annual General Meeting. Under the presidency of Norberts Muncs, the board of directors presented an extremely positive review of the work undertaken during the year 2005. Efforts were concentrated on maintaining channels of communication with Québec stakeholders, and on positioning the organization as spokesperson for production and technical professionals working in the performing arts community in Québec. CQICTS worked on four significant dossiers throughout the year: Rendez-vous techniques in Québec City, the Job Analysis project for Technical Director and Production Manager, the Health and Safety Committee for the Performing Arts, and finally Rigging and the ETCP.

Treasurer Gilles Benoist presented the financial statements. He explained various expenditure and sources of income for the year 2005. CQICTS has an accumulated surplus of 1052 \$.

The assembly adjourned under extremely well deserved applause to the Board, and the evening continued on with a greatly appreciated Happy Hour!

The CQICTS Board wishes to extend their warmest gratitude to Simon Brault, Director General of the National Theatre School, and to Guy Côté, General Manager of the Monument-National for supporting CQICTS endeavors over the past 2 years. MERCI!



Le conseil d'administration CQICTS 2006:  
The CQICTS Board of Directors for 2006:

## MEMBERSHIP AND REGIONAL SECTIONS NEWS NOUVELLES DES MEMBRES ET DES CENTRES RÉGIONAUX

### CITT Ontario Section events for the upcoming months

#### Scenic Painting One-Day Workshop

**Sunday April 30, 2006 10am - 5pm**

**Instructor: Julia Tarrant**

Julia has worked with Boston University, Goodspeed Musicals, Boston Opera Institute and more, and has experience in everything from scenic design and painting to upholstery and carpentry.

Learn a variety of painting techniques used in theatre! Attendees will learn basic scenic techniques for a range of surfaces and try their hand at wood graining, brick, stone, and marble. Tricks of the trade as well as uncommon tools for achieving your goal will be discussed and demonstrated. Beginner to Intermediate levels. Wear paint clothes and bring a 2" chip brush and a 3" chip brush. \* A variety of brush packages will be available.

Location: Rosco Labs

1271 Denison Ave, Markham, ON

*Co-Sponsored by ROSCO Canada and CITT Ontario*

Maximum 20 participants

**Cost: \$75 + brush costs\***

(+ Membership cost for non-member).

\* price and location subject to change

REGISTRATION FORM (PDF)

<http://www.citt.org/ontario/Painting%20workshop%20reg%20form.pdf>

#### Theatre Tour, Luncheon and CITT Ontario AGM: May/June 2006

Stay tuned for more information

#### VectorWorks CADD Workshop

**May 28, 2006 10am - 5pm**

**Presented by Ross Nichol**

Ross has been using and teaching VectorWorks for over a dozen years to theatre, interior design and recreation management students at Douglas and Langara Colleges in Vancouver, to the Art Department of the TV series Outer Limits, to architectural firms and at CITT Rendezvous in Calgary and Vancouver. He has over 185 set, light and costume designs to his credit for theatre, film and television. He teaches for Douglas College's Stagecraft Department where he will take the position of Coordinator in September. Ross is the BC Vice Chair of CITT and a member of the ADC.

Location: University of Toronto at Mississauga

Maximum 12 participants

**Cost: \$75 (members)\***

\* price and location subject to change

REGISTRATION FORM (PDF)

<http://www.citt.org/ontario/Vectorworks%20workshop%20reg%20form.pdf>

### CITT ALBERTA Section Board of Directors 2006

Chair - **Alan Welch**

Vice Chair South - **Robyn Ayles**

Vice Chair North - **Adam Mitchell**

Secretary - **Matt LaBrie**

Treasurer - **Murray Palmer**

**Student Members at Large** (2 year term)

Lester Lee

Dave Butt

**Members at Large**

Jesse Carroll

Al Cushing

Marcus Sirman

Tim Koll

Harold Truckle

Roy Jackson

Dave Horner

OSRAM Sylvania contest at the CITT Ontario Showcase in Toronto : CITT Ontario president James Smagata holds up the jacket won by Ryan Lebel

### CITT BC Section AGM SUMMARY

The BC Section held its AGM on Feb 15, 2006 at the Michael J. Fox Theatre in Burnaby, BC where we were hosted by Jim Dobbs, new CITT member and Director of Operations of the theatre. The main function of this meeting was to elect a new board for the section. After a hotly contested campaign the following people were acclaimed to their positions without opposition:

Chair – **Steven Goodman**

Vice Chair – **Ross Nichol**

Secretary – **Geoff McEvoy**

Treasurer – **Rob Moser**

Director at Large – **Don Parman**

Island Rep – **Mike Taugher**

Northern Rep – **John Rowe**

Health and Safety Rep – **Richard Hansen**

Past Chair – **Hermen Kailley**

Some of these people may not even be aware that they are now board members but the BC Section tradition does seem to be "If you don't show up to the meeting, you can't say no to the nomination."

After the work was done, the attendees were treated to product demos by Clive Alcock from Allstar Show Industries and Shawn Hines from GerrAudio. Hermen Kailley from Q1 Production Technologies brought in John Bilyk and George Masic from Vari-Lite along with Robert Bell from Entertainment Technologies to show us what is up and coming in the world of moving light control consoles. A good and educational time was had by all.

Further discussion of all things technical and theatrical was held over 12 pounds (5.4 kg) of wings at the local drinking establishment.

### STAGESTEP IS LOOKING FOR DANCE FLOORS INSTALLERS

Professional dance & theatre flooring company is looking for contacts with theatre technicians familiar with semi-permanent installations of dance floors. Stagestep Inc. has over 30 years of experience in manufacturing, distribution and installation of surfaces for professional dance and is now serving Canada.

If you are interested in being contacted by our customers in your area please send a note to Kasha Kwasniewska at [kasha@stagestep.com](mailto:kasha@stagestep.com) or call at (514) 833-1045.



## MEMBERSHIP AND REGIONAL SECTIONS NEWS NOUVELLES DES MEMBRES ET DES CENTRES RÉGIONAUX

### Welcome! to our New Members Bienvenue à nos nouveaux membres !

#### STUDENT ÉTUDIANT

**Anthony BROWN** Guelph ON  
**Mark BURGE** Vancouver BC  
**Jacqueline IRVINE** Richmond BC  
**Greg MacDONALD** Oshawa ON  
**Anthony NEARY** Nanaimo BC  
**Ashley PACHOLUK** Chemainus BC  
**Sara ROBB** Nanaimo BC  
**Chelsea SHERBUT** Burnaby BC  
**Lee SCHWARTZ** Nanaimo BC  
**Peter SERVOS** Niagara-on-the-Lake ON  
**Kit TEMPLETON** Vancouver BC  
**Liza TOGNAZZINI** Calgary AB

#### INDIVIDUAL INDIVIDU

**Keith DUNCAN** Vancouver BC  
**Jeff FODOR** Hamilton ON  
**Gaétan PAGEAU** Québec QC

#### PROFESSIONAL PROFESSIONNEL

**Jim DOBBS**, Vancouver BC

#### ORGANIZATIONAL not for profit ORGANISME à but non lucrative

#### BARD ON THE BEACH

Shakespeare Festival  
 ATT : Robert Barr, General Manager  
 301-601 Cambie St  
 Vancouver BC V6B 2P1  
 T :604-737-0625  
[www.bardonthebeach.org](http://www.bardonthebeach.org)

#### PUMPHOUSE THEATRES SOCIETY

ATT: Scott McTavish, Executive Director  
 2140 Pumphouse Avenue SW  
 Calgary AB T3C 3P5  
 T: 403-263-0079 ext. 1010  
[www.pumphousetheatre.ca](http://www.pumphousetheatre.ca)

#### ST-CLAIR COLLEGE OF APPLIED ARTS & TECHNOLOGY

ATT : Ray Salverda  
 2000 Talbot Road West  
 Windsor ON N9A 6S4  
 T:519-912-2727 ext 5479  
[www.stclaircollege.ca](http://www.stclaircollege.ca)

#### SUSTAINING CORPORATIF

#### PRODUCTIONS YVES NICOL

ATT: Yves Nicol  
 5631 5e Avenue  
 Montréal QC H1Y 2S9  
 T:514-257-4730 poste 31  
[www.productionsyvesnicol.com](http://www.productionsyvesnicol.com)

### Upcoming Events Événements à venir

#### MARCH/MARS

#### USITT Conference & Stage Expo

March 30 – April 1 2006  
 Louisville Kentucky USA  
[www.usitt.org](http://www.usitt.org)

#### PACIFIC CONTACT 2006 30th Anniversary

March 31 – April 4 2006  
 Burnaby, British-Colombia  
[www.bctouring.org/pacific-contact/index.html](http://www.bctouring.org/pacific-contact/index.html)

#### AUGUST / AOÛT

#### RENDEZ-VOUS 2006 CITT/ICTS 16th Annual Conference and Trade Show

August 10 – 13 2006  
 Toronto, Ontario  
[www.citt.org/conf.htm](http://www.citt.org/conf.htm)

### ALLSTAR SHOW INDUSTRIES PURCHASES LIGHTING BY MONTY

The directors of Allstar Show Industries Inc. are very pleased to announce the purchase of well known stage lighting company Lighting by Monty Ltd.

Robert Montgomery, owner of Lighting by Monty, and his staff have relocated to Allstar Show Industries headquarters in West Edmonton, Alberta. The move and integration was completed through January and February 2006.

Lighting by Monty is one of the oldest established Stage Lighting rental and sales companies in Western Canada with branches in Edmonton and Calgary. Originally founded by Rob's father, Monty, the company has always brought a personal touch to all its business dealings along with the values that epitomize a family business.

Allstar Show Industries Inc. handles sales, rentals and integration of professional sound, video and stage lighting equipment. Allstar has three branches in Western Canada - Edmonton, Calgary and Vancouver.

Allstar Director, Clive Alcock, added: "I am personally delighted to welcome Rob and his staff into the Allstar fold. We have had an enduring personal relationship for more than 25 years and I have always admired Rob's knowledge, honesty and dedication to his clients. We are anticipating a major step forward in the quality and levels of service this will bring our existing lighting clients. We are happy to welcome all of Lighting by Monty's clients and reassure them that they will continue to be handled with the skill and respect that they have always enjoyed."

"This merger makes tremendous sense for our clients, and provides great opportunity for our employees. The combination of management and staff experience, along with a great product depth allows an opportunity for two successful, service-driven organizations to unify and deliver the quality and efficiency we believe our customers deserve." Said Robert Montgomery, Lighting by Monty Ltd. President.

Bob Gregory  
 Allstar Show Industries Inc.  
[bobg@allstar-show.com](mailto:bobg@allstar-show.com)  
[bobg@allstar-show.com](mailto:bobg@allstar-show.com)  
<http://www.allstar-show.com>





## Rendez-vous 2006 Registration Form

### CITT/ICTS Annual Conference and Trade Show

August 10 - 13 2006 Toronto, Ontario



### DELEGATE CONTACT INFORMATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

City: \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Email: \_\_\_\_\_

### Conference Registration August 10 - 13

(Includes all events, sessions, meals and coffee breaks)

**CITT/ICTS Member rate** **\$450 = \$** \_\_\_\_\_  
 If before October 31 2005 DEDUCT: \$100 - \$ \_\_\_\_\_  
 Between Nov 1/05 and May 31/06 DEDUCT: \$50 - \$ \_\_\_\_\_  
 After August 1 2006 ADD: \$50 + \$ \_\_\_\_\_

**CITT/ICTS Student Member rate** **\$200 = \$** \_\_\_\_\_  
 If before May 31 2006 DEDUCT: \$25 - \$ \_\_\_\_\_

**Non CITT-ICTS Members** Before July 31 2006 **\$650 = \$** \_\_\_\_\_  
**Non CITT-ICTS Members** After August 1 2005 **\$700 = \$** \_\_\_\_\_  
**Non CITT/ICTS Student member** **\$300 = \$** \_\_\_\_\_

Conference Registration Subtotal \$ \_\_\_\_\_

### Additional Social Tickets (for partner and friends)

Thursday Opening Night Social \_\_\_\_\_ @ \$20 = \$ \_\_\_\_\_  
 Friday (Trade Show) Corporate Luncheon \_\_\_\_\_ @ \$30 = \$ \_\_\_\_\_  
 Friday SWAG BINGO \_\_\_\_\_ @ \$20 = \$ \_\_\_\_\_  
 Saturday Awards Banquet \_\_\_\_\_ @ \$75 = \$ \_\_\_\_\_  
 Sunday Plenary Luncheon and Forum \_\_\_\_\_ @ \$25 = \$ \_\_\_\_\_

**CONFERENCE REGISTRATION TOTAL \$** \_\_\_\_\_

### Conference Accommodations

**Ryerson Pitman Hall**  
 160 Mutual Street  
 Student residence. Single room with shared bath. Includes continental breakfast. 5 minute walk to Ryerson Theatre School.  
**Rate: \$52.75 + tax / night.**

**Ryerson International Living/Learning Centre (ILLC)**  
 133 Mutual Street  
 Student residence in a former hotel. Ensuite bath in every room. 5 minute walk to Ryerson Theatre School.  
**Rate: \$79 + tax / night.**

For more information and to reserve at Pitman Hall or ILLC go to [www.ryerson.ca/conference](http://www.ryerson.ca/conference) or call 416-979-5296.  
 On registration form: Conference Name is CITT  
 Conference Dates are Aug 7-13, 2006.

**Delta Chelsea Hotel**  
 33 Gerrard Street East  
 Full service hotel. 2 minute walk to Ryerson Theatre School.  
 For information on amenities, rates and availability go to [www.deltachelsea.com](http://www.deltachelsea.com) or call 1-800-243-5732.

### Pre-conference Workshop August 7- 8 - 9

**Structural Design for the Stage** Part,II Aug. 7-8-9 \$450 = \$ \_\_\_\_\_  
 Member register before May 31 2006 DEDUCT \$100 - \$ \_\_\_\_\_

**Intermediate Rigging** Aug. 8 \$75 = \$ \_\_\_\_\_  
 Member register before May 31 2006 DEDUCT \$25 - \$ \_\_\_\_\_

**Building The Show** Aug. 8 \$75 = \$ \_\_\_\_\_  
**Seamless Costumes & Paragon Props Tour**  
 Member register before May 31 2006 DEDUCT \$25 - \$ \_\_\_\_\_

**Explore The Buildings Venue Walking Tour** Aug.9 \$30 = \$ \_\_\_\_\_  
 Member register before May 31 2006 DEDUCT \$10 - \$ \_\_\_\_\_

**PRE-CONFERENCE WORKSHOP TOTAL = \$** \_\_\_\_\_

### Single Session and Day Pass

Education Day Pass (Thursday, Aug 10/06) \$75 = \$ \_\_\_\_\_  
 One Day Pass Wardrobe ☐ SAT ☐ SUN ☐ \_\_\_\_\_ x \$200 = \$ \_\_\_\_\_  
 Single Conference Session Pass \_\_\_\_\_ x \$40 = \$ \_\_\_\_\_

**SINGLE SESSION AND DAY PASS TOTAL \$** \_\_\_\_\_

### Payment Information

Cheque (to CITT/ICTS) ☐ VISA ☐ MasterCard ☐

Conference Registration Total: \$ \_\_\_\_\_

Pre-Conference Registration Total: \$ \_\_\_\_\_

Single Session and Day Pass Total: \$ \_\_\_\_\_

**Total amount Owng \$** \_\_\_\_\_

Card # \_\_\_\_\_ Exp: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Name on Card: \_\_\_\_\_

Signature: \_\_\_\_\_

### Forward completed form to:

CITT/ICTS National Office Phone: 1 (888) 271 - 3383  
 340-207 Bank St. Fax: 1 (613) 482 - 1212  
 Ottawa, ON K2P 2N2 Email: [citt@citt.org](mailto:citt@citt.org)

**Or register on line:** [www.citt.org/conf.htm](http://www.citt.org/conf.htm)

Reserved for Office - Date : \_\_\_\_\_ Int : \_\_\_\_\_